



Los Angeles County Department of Regional Planning

Planning for the Challenges Ahead



Jon Sanabria
Acting Director of Planning

July 16, 2009

James V. Coane
30 N. Raymond Ave. Suite 611
Pasadena, 91103

**REGARDING: PROJECT NUMBER R2005-00187-(5)
OAK TREE PERMIT 200800030
2288 & 2300 North Villa Heights Road, 2199 Kinneloa Ranch Road
Pasadena, CA 91107**

Dear Applicant:

The Regional Planning Commission, by its action of Wednesday, July 8, 2009, **APPROVED** the above described project and entitlements. The attached documents contain the Regional Planning Commission's findings and conditions relating to the approval. Please carefully review each condition. Condition No. 2 requires that the permittee file an affidavit accepting the conditions before the grants becomes effective.

The approval of Oak Tree Permit 200800030 by the Regional Planning Commission is final and cannot be appealed. This is a correction to a letter of July 9, 2009, which in error included an appeal period and instructions for appeal.

Upon completion of the appeal period, please notarize the attached acceptance forms and **hand deliver** this form and any other required fees or materials to the planner assigned to your case. Please **make an appointment** with the case planner to assure that processing will be completed expeditiously.

For further information on appeal procedures or any other matter pertaining to these approvals, please contact Adam Thurtell of the Zoning Permits Section I at (213)974-6443 or e-mail at athurtell@planning.lacounty.gov. Our office hours are Monday through Thursday, 7:30 a.m. to 5:30 p.m. We are closed on Fridays.

Sincerely,

DEPARTMENT OF REGIONAL PLANNING
Jon Sanabria
Acting Director of Planning

Mark Child, Supervising Regional Planner
Zoning Permits Section I Section

Enclosures: Findings and Conditions, Affidavit (Permittee's Completion)

c: BOS; DPW (Building and Safety); Zoning Enforcement, Testifiers, Hui Xian Zhang, Steve Thomas

MC:at

Hearing Footage: 7/8/2009-Item 8

INSTRUCTIONS

Please read carefully. Failure to follow these instructions as stated may result in delaying the issuance of the approved site plan and any necessary building permits.

The attached form is the "Affidavit of Acceptance" referred to in the conditions of grant. The appropriate persons should sign the form in the presence of a notary and have the notary attach an acknowledgement. Both the applicant and owner lines must be signed on the form, even if they are the same person.

After the termination of the appeal period (14 days after the hearing date), if no appeal was received, proceed with the following instructions.

1. Make an appointment with the assigned case planner to submit the following items:
 - Three copies of the site plan. **Plans must be folded** to fit into an 8 ½" X 14" folder.
 - A check for the Fish and Game fees may be required (if marked below). LA County Registrar-Recorder/County Clerk in the amount of:

☐ Not Required

☒ \$2,068.00 (includes \$75.00 processing fee) for the issued Negative Declaration or Mitigated Negative Declaration

☐ \$2,843.25 (includes \$75.00 processing fee) for the required Environmental Impact Report

The County Clerk will not accept a Notice of Determination or Exemption for your project until the fees are paid.

Section 21089 (b) of the Public Resources Code provides that no project approval is operative, vested, or final until these fees are paid.

Please write project number on the check(s).

2. Submit the aforementioned items **in person (do not mail)** at:

Hall of Records
Department of Regional Planning, Room 1348
320 West Temple Street
Los Angeles, CA 90012

You will receive a copy of the approved site plan and a copy of the approved site plan and conditions will be sent to the Department of Public Works' Division of Building and Safety.

If you have any questions regarding these instructions, please contact Adam Thurtell at (213) 974-6443, from 7:30 a.m. to 5:30 p.m., Monday through Thursday or via email at AThurtell@planning.lacounty.gov. Our offices are closed on Fridays.



Please complete this form and return to:

**The Department of Regional Planning
320 West Temple Street
Los Angeles, California 90012**

AFFIDAVIT OF ACCEPTANCE

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

}SS

REGARDING: PROJECT NUMBER R2005-00187-(5)
OAK TREE PERMIT 200800030
2288 & 2300 North Villa Heights Road, 2199 Kinneloa Ranch Road
Pasadena, CA 91107

I/We the undersigned state:

I am/We are the owner of the real property described in the above-numbered case and the permittee in said case: I am/We are aware of, and accept, all the stated conditions in said grant.

Executed this _____ day of _____, 20_____

I/We declare under the penalty of perjury that the foregoing is true and correct.

(Where the owner and permittee are not the same, both must sign.)

**Type or Print
Applicant**

Name _____

Applicant _____

City, State _____

Signature _____

*This signature must be
Acknowledged
By a notary public. Attach
Appropriate
Acknowledgements.*

Owner:

Name _____

Address _____

City, State _____

Signature _____